

## Co-operative Federation of Victoria Ltd

Minutes of the board meeting of on 01 December 2005, Substitution Pty Ltd,  
1/484 William Street, North Melbourne.

Present: Tony O'Shea (Chair), Helen Keellings, Graeme Charles, David  
Dinning, N.Black and David Griffiths.

### **Minutes**

That the minutes of the meeting of 10 November 2005 be signed by the  
Chairman as a true and accurate record.

### **Director vacancy**

That Helen Keellings be appointed to fill a vacancy on the board until the next  
AGM.

### **Chris Greenwood**

Chris Greenwood briefly attended the meeting and tabled the article  
Australian co-ops 'invisible' that was published in The Australian Dairyfarmer,  
November-December 2005.

There was a brief discussion and the board expressed a wish that there  
should be another article targetted on those who don't lament the lack of co-  
operative practice and do not assume the need for and advantage of co-  
operative practice - and co-operatives.

That Chris Greenwood be formally thanked for his contribution to the  
understanding and development of the co-operative movement in Australia  
and, in particular, his role with the Co-operative Federation of Victoria Ltd.

That a book voucher for \$50 be given to Chris Greenwood in appreciation of  
his services to co-operation and the Co-operative Federation of Victoria Ltd  
and that \$50 worth of flowers be given to Anne Burgi in appreciation of  
allowing CFV to use the meeting room free of charge.

### **australia.coop and web hosting.**

The paper on web hosting was recirculated by email 27 November 2005.

**That the web host for australia.coop be changed from NETC to MD Web  
Hosting Pty Ltd**

It was noted that the decision was regretful but necessary as the difficulties  
with NETC had been ongoing.

### **Accounts for payment.**

The report was emailed 27 November 2005. The Secretary tabled an updated  
report:

NETC ISP \$69.95 (000298)  
Sec Hon December 2005 \$402 ((0002694)

Urban Camp Melbourne \$138.60 (000293)  
Australia Post \$92.25 (000292)  
DG Travel \$42.90 (000289)  
Sensible Sandwich \$73.82 (000295)  
Business Affairs Annual Report Lodgement \$42 (000296)  
Telstra \$95.59 (000297)  
Sec Travel - meeting with GC \$26.10 (000299)

**That the payments be approved.**

#### **Budget**

It was noted that the current balance was \$8973.01.

It was agreed that Graeme Charles would prepare a financial statement and an update on the budget for the next meeting.

Helen Keellings offered assistance in the development of financial reports and it was agreed that she and Graeme would discuss the options.

Helen also mentioned Architeam's auditor and it was agreed that Graeme would make contact to ascertain an estimated audit fee and willingness to undertake the CFV audit in the future. Subject to this, the Chair will discuss with the current auditor a voluntary resignation.

#### **CAV**

The draft new funding application emailed to directors 28 November 2005

**That the submission on Consumers and Consumer Co-operatives be approved as amended.**

#### **Co-operative College publications.**

The report was emailed on 26 November 2005 was noted.

#### **Co-operative Education.**

Proposals for MG and Capricorn were emailed to directors before the meeting and Graeme Charles report Co-operative Education Implementation Strategy was emailed 29 November 2005.

**That the proposals to Murray Goulburn and Capricorn be accepted subject to Graeme Charles liaison with Mervyn Wilson regarding:**

- **Providing a detailed program**
- **Clarifying the difference between member suppliers and external suppliers.**
- **Information about the Co-operative College to be included in a presentation to both boards.**
- **A total fee of A\$15,000, including a 30% margin (Based on Co-op College A\$8,250 plus CFV A\$3000)**
- **Travel costs, accommodation and reimbursables would be additional.**

- **A professional designed presentation.**
- **Sending letters to Murray Goulburn and Capricorn requesting the opportunity to make formal presentations to their boards in early 2006.**

It was noted that the draft proposal for Capricorn had been forwarded to Co-operativesWA with the agreement of the CEO of Capricorn Trent Bartlett

It was noted that in an email to Co-operatives WA the Secretary had noted: Co-operative education proposals have now been developed by the Co-operative College for Capricorn and Murray Goulburn. This a pleasing development following Mervyn Wilson's visit to WA and Victoria. CFV remains committed to working with Co-operativesWA on co-operative education initiatives on a mutually agreed basis and we look forward to your ideas on how this can best proceed to our mutual satisfaction.

David Dinning and Helen Keellings offered to assist in the development of the presentation.

There was a discussion on the report "Co-operative Education Implementation Strategy".

The report was noted and it was agreed that recommendations 4,5,6, 7, 8 and 9 would be discussed at the next board meeting.

Graeme Charles said that on 30 November 2005 he had met with David Latina, Small Business, and was meeting with Jeff Rich, Victorian Communities, on 02 December 2005.

He reported that David Latina was:

- Organising the review of existing literature regarding co-operatives.
- Requesting CFV organise a 2 hour workshop for 100 staff in February 2006.
- Requesting CFV to consider participation in a Small Business Festival in June 2006.

It was agreed that Graeme Charles and David Griffiths would also review the Small Business literature,

#### **Schedule of meetings.**

The schedule was noted and the meeting room has been booked.

#### **Other business.**

There was no other business.

#### **Next meeting:**

10:30 a.m. 9 February 2005

Prepared by Secretary: **01 December 2005**

Approved by Chairman: **02 December 2005**  
Emailed to directors: **02 December 2005**